

Agency Information Technology Resource (AITR)

VITA Legislation requires “*The head of each state agency shall designate an existing employee to be the agency's information technology resource (AITR) who shall be responsible for compliance with the procedures, policies and guidelines established by the (Commonwealth) CIO.*”

The (AITR) will serve as the single point of contact for Agency IT Strategic Plan information and will coordinate completion of the plan and certification by the Agency Head. The AITR also will also be the single point of accountability and liaison with VITA on such activities as the following:

- VITA transition activities
- Development and administration of the VITA Service Level Agreement
- VITA training activities
- Agency data collection efforts and submissions
- **Timely dissemination of VITA information to agency staff**
- On-going compliance with established technology procedures, policies and guidelines